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26 JUN 1975

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : FY 1975 Objectives

REFERENCE : Memorandum from Acting Executive Officer,
DD/A, dated 4 June 1975, Same Subject
(DD/A 75-2657)

1. This memorandum is for information only.
2. Pursuant to reference the Office of Security submits the following summaries on the FY 1975 MBO Objectives.

a. A57101

Develop during FY 1975, for the major services performed by the Office of Security, systems to provide an efficient costing methodology applicable to users of such services, so that these users will ultimately become aware of the costs involved.

Completed and final report submitted to DD/A, June 1975.

b. A57102

Install in the Headquarters Building by the end of FY 1975 the initial operational software and hardware components of a Security Access Control System (badge machine) that when fully implemented will reduce the possibility of unauthorized building access, and ultimately save about \$56,000 per year in guard costs.

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(1) During FY 1975 the complete central control system for the SACS, basic operational software and a single prototype entrance unit were delivered, installed and tested in the Headquarters Building. Surveys of all entrances were completed and equipment quantities have been determined for a follow-on equipment production and installation contract, with an estimated implementation date of 1 September 1976. The delay in the implementation date can be attributed to extended prenegotiation fact finding and an increased software design effort, resulting in equipment and documentation savings of approximately \$125,000 against the initial bid.

(2) It is being carried as a FY 1976 Objective under MBO.

c. A57103

Develop by 30 June 1975 a proposal which identifies options (with cost effectiveness analysis as backup) for improving the physical security of the Headquarters compound through the possible location or development of perimeter alarms, low light level closed circuit television, automated passenger vehicle entry controls, and other equipments, techniques, and procedures.

(1) DD/A approval was received to modify the original Objective by establishing the technical "security validation of vehicles" as an independent Objective for FY 1976.

(2) Cost estimates, prepared by the Office of Logistics, were used in the final milestone, "Prepare Proposal for DCI with cost-graduated recommendations for perimeter security improvement." The proposal for the DCI will be forwarded by 30 June 1975.

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d. A57104

By 31 December 1974, have in operation the CENBAD and OSCCAR systems, as agreed to between Office of Joint Computer Support and Office of Security.

(1) CENBAD is operational.

(2) All Clearance Division cases which have Field Office or National Agency Check assignments have been entered into the Office of Security Case Controls and Reporting (OSCCAR) System. The system works with acceptable reliability and programs are working according to specifications. There are a few minor problems still being solved, none of which are so significant to delay the successful completion of OSCCAR as a FY 1975 Objective.

e. B57101

Complete by 31 March 1975, a review of all Agency security policy to assure that its foundation is accurate, valid, up-to-date, and practical, and make recommendations for appropriate changes.

(1) The recommendations that resulted from the review are presently under consideration by senior management, Office of Security. It is not anticipated that the finished product will be ready for submission to the RCB/DDA by 30 June. Slippage in milestone completions can be attributed directly to unanticipated staff support requirements engendered by the President's Commission and the New Amendments to the Freedom of Information Act.

(2) It is not intended that this study has to be carried as a declared FY 76 Objective. A concerted effort is under way to finalize an Office of Security position paper and completion will be in a matter of weeks, not months.

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f. B57102

Complete by 30 April 1975 a review of the worldwide hostile audio threat and of the progress made in controlling it, to include appropriate recommendations concerning the future nature and scope of the Agency's Technical Security Program.

(1) Milestones 5, 6 and 7 have been completed. The report and recommendations concerning the Agency's future Technical Security Program, required to satisfy the final Milestone, is in final draft. All coordinations and revisions will be completed within 15 working days and the final product will be submitted by CY 31 July 1975. Slippage resulted from major manpower requirements in technical security activities which were not and could not be programmed.

(2) It is not anticipated that this study has to be carried as a FY 1976 Objective.



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(1) The proposed "Contingency Plan of Action" is being prepared in final form and will be submitted to the Director of Security on or before 30 June 1975. It is not anticipated that this particular study need be carried over as a FY 1976 Objective.

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h. B57105

Design, test and implement by 30 June 1975 a second generation special clearance (SPECLE II) system featuring lower production costs and an unlimited clearance storage capability.

(1) The original completion date of 30 June 1975 has been rescheduled for 15 July 1975. The two week delay was precipitated by user acceptance tests resulting in programming changes. All remaining Milestones are tracking well and there is no reason to carry SPECLE II as a FY 1976 Objective.

i. B67101

Implement completely by 30 June 1976 an updated Agency program to control Top Secret and other accountable material to include in all probability an automated control system.

(1) The Top Secret Control Program is progressing well. An automated (computerized inventory) system is in pilot operation. The pilot operation presently controls the Office of Security Top Secret collateral material with additional offices to enter the system prior to close of FY 75. Total system implementation, the control of Agency-wide Top Secret collateral material (estimated at 90,000 documents) will be accomplished during FY 76.



Charles W. Kane
Director of Security

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